

EMPLOYEE SERVICES COMMITTEE MINUTES

September 5, 2017

Members Present: Tony DelGiorno, Pam Deppe, Tim Krell, Jason Ratts, Vera Small, Jeff Thomas

Members Absent:

Others Present: Mike Cowles, Brad Hammond, Charlie Stratton, Terry Viar, Denise E. McCrady (Secretary)

Chair Krell called the meeting to order at 5:00 p.m.

Krell requested a motion to approve the minutes of the June 5, 2017 meeting. A motion was made by DelGiorno and seconded by Deppe. Motion carried (6-0).

John Milhiser, State's Attorney, addressed the Committee requesting approval of a merit salary adjustment for Andrew Affrunti, ASA-Felony Division, with an increase in annual salary from \$58,000 to \$65,000 effective July 10, 2017, approval of a Merit Salary Adjustment for Mark Kaylan Beard, ASA-Traffic Misdemeanor Division, with an increase in annual salary from \$40,700 to \$45,000 Effective August 21, 2017, approval to hire Jennifer Mathew as a Replacement Assistant State's Attorney-Felony Division at an annual salary of \$55,000 effective August 21, 2017, approval to hire a replacement Assistant State's Attorney-Felony Division at an annual salary of \$40,000 effective August 21, 2017, approval of a travel request for Jennifer Mathew to attend the NDAA Prosecuting Sexual Assault Program held in Long Beach, CA on August 13-18, approval of a travel request for Brian Shaw to attend the 2017 NGCRC Gang Specialist Training Conference held in Chicago on August 6-9, and approval to hire a replacement Clerk Typist at an annual salary of \$23,214 effective on or after September 18, 2017. A motion to approve all requests was made by DelGiorno and seconded by Ratts. Motion carried (6-0).

Travel requests not listed on the agenda for Jennifer Mathew and Dan Wright will be brought before the Committee in October. It is anticipated that scholarships will be awarded to cover lodging expenses.

Brad Hammond, Auditor's Office, presented to the Committee the FY-2016 Insurance Fund report and expenses for FY-17 thru July 2017.

Terry Viar, Auditor's Office, addressed the Committee requesting approval of a Resolution that would allow Charlie Stratton, Director of Human Resources, to sign contracts for employee benefits with Blue Cross Blue Shield for the health insurance plan, Memorial Employee Assistance Services for the employee assistance program, and with The Hartford for life insurance. A motion to approve the request was made by Ratts and seconded by DelGiorno. Motion carried (6-0).

Charlie Stratton, Human Resources, addressed the Committee on behalf of Kimberly Banister requesting approval of two travel requests for Banister and Dane Shaffer to attend the IACVAC annual meeting held in East Peoria on September 26-29. A motion to approve the requests was made by Thomas and seconded by Small. Motion carried (6-0).

Krell requested a motion to approve the requisitions. A motion was made by Thomas and seconded by Deppe. Motion carried (6-0).

There was no old business or public comment.

A motion to adjourn was made Small and seconded by Deppe. Motion carried (6-0).

Meeting adjourned.